

COLLEGE OF CENTRAL FLORIDA

1

AGENDA ITEM NUMBER

FOR BOARD MEETING SCHEDULED: February 22, 2023

SUBJECT: Minutes of the January 25, 2023 Meeting

INITIATOR: Dr. James D. Henningsen,
President

DATE: February 15, 2022

OBJECTIVE AND PERTINENT FACTS:

The college requests approval of the January 25, 2023 minutes of the meeting of the District Board of Trustees.

RECOMMENDATION/ACTION REQUESTED:

That the Board approve the minutes of the meeting of the District Board of Trustees held January 25, 2023.

The Chair called the regular meeting of the Board of Trustees to order at 3:00 p.m. on Wednesday, January 25, 2023 and asked that everyone stand to recite the Pledge of Allegiance. The meeting was held on the Ocala Campus.

Members Present: Rusty Branson, Chair Joyce Brancato, Vice-Chair
 William Edgar Bobby Durrance
 Fred Roberts, Jr. Charlie Stone
 Dr. Mike Torres James Henningsen, Board Secretary

Members Absent: None

The Chair reported that the meeting had been properly noticed, the agenda was available one week prior to the meeting and there was a quorum present.

Dr. Henningsen introduced Dr. Reyes, Vice President Enrollment Management and Student Affairs for student recognitions. Dr. Reyes introduced Advisor Marissa Brown to introduce the student ambassadors. The student ambassadors perform many duties on campus including tours, visits with guests and assist in the community to represent CF. The 2022-23 student ambassadors are Iyonna Nicols, Krishma Patel, Kyle Odlum, Elora Pfriendr and Kaliyah Flores.

Dr. Reyes also introduced Student Life Director Marjorie McGee who introduced the Ocala Student Activities Board Members Jeffrey Cooper, President, Aerial Hickman, Vice President, Megann Clifton, Secretary, Kinley Varner, Events Team, Rushad Davis, Events Team, Bailey Ryon, Service Programs and Rennie Ryon, Service Program's Assistant.

The chair acknowledged the quality of students from CF and applauded their participation.

The Chair asked if there was anyone in the audience that wished to address the Board. As there was no public comment, the Chair moved on to the next agenda item

The minutes of the December 7, 2022 District Board of Trustees

Recommend Board Approval of the following:

Full-Time Positions: That the record indicates that the following person(s) were authorized by the President to fill the following full-time position(s) by funding source:

Operating Fund 1:

Adkin, Angie M. – TEMP – Faculty – Equine Studies – January 03, 2023
 Blackstock, IV, John E. – PC/AV Technician – Information Technology – Removal of TEMP status – September 02, 2022
 Callahan, Tamra J. – Faculty – Associate Degree Nursing – Health Sciences – January 03, 2023
 Chevront, Samantha L. – Faculty – Associate Degree Nursing – Health Sciences – January 03, 2023
 Clemens, James LA – Mail Courier – CF Printing & Postal Services – January 03, 2023
 Davis, Michelle C. – Accounting Specialist III – Financial Operations – December 01, 2022
 Knapp, Nathan SM - TEMP – Faculty – Communications – Citrus – January 03, 2023
 Kohlweiss, Lois A. – Staff Assistant IV – Learning Resources Center – December 01, 2022
 Matile, Luisina P. – Faculty – EMS – Health Sciences – January 03, 2023
 Meredith, Tania M. – TEMP – Faculty – Associate Degree Nursing – Health Sciences – January 03, 2023
 Ortiz, Christina L. – Enrollment Specialist – Enrollment Services – January 3, 2023
 Reed, Lillian – Educational Advisor – Admissions & Records – December 01, 2022

CALL TO ORDER

PRESENT

ABSENT

RECOGNITION

PUBLIC COMMENT

CONSENT AGENDA

Minutes

Personnel Report

Sanders, Barbara J. – TEMP – Faculty – Humanities & Social Sciences – January 03, 2023
 Vought, Emily J. – Coordinator – Criminal Justice/Public Service – Criminal Justice Institute
 – January 03, 2023

Grants and Contracts – Fund 2: None this reporting period.

Auxiliaries – Fund 3: None this reporting period.

Reorganizations: None this reporting period.

Adjunct Instructors: That the following persons be appointed to teach credit courses on a term-by-term basis as needed:

Brown, Jason C.	King, Suzette C.	Simons, Jessica L.
Garlitz, Dustin B.	Lacefield, Valarie	Smythe, Madelyn P.
Kern, Bruce D.	Learn, Keith S.	

Instructors, Hourly – Non-Credit: That the following persons be appointed to teach non-credit Continuing Education Criminal Justice, Public Service or Corporate Training courses on an as-needed basis:

Chamness, Malinda	Johnson, Landyn O.	McCallum, Courtney A.
Crone, Matthew E.	Leek, Angela M.	Robertson, Karla W.
Davis, Charlotte L.		

Temporary Part -Time Career Service: OPS

Arenas, Mariela G.	Owens, Parker B.	Redwan, Heather C.
Brown, Sandra G.	Peloubet, Megan A.	Yakaski, Joseph L.
Gala, Maria		

Temporary Part -Time Hourly: That the record indicates that the following persons were authorized by the President to fill temporary positions to be paid an hourly rate of \$15.00:

Boyle, Kieran H.	Jones, Amari N.	Thompson, Hillary S.
Cepeda, Daniel A.	Marin-Almodovar, Anisette E.	Womack, Mia J.
Fanning, Justin F.	Murphy, Emily R.	

Notification of engagement in outside employment or extra college activities:

None this reporting period.

Retirements: That the following individual(s) be approved for retirement:

Jackson, Johnnie – Grounds Specialist – Facilities – Citrus – December 30, 2022

Resignations:

Kruszewski, Connor D. – Facilities Worker – Facilities – Citrus – January 06, 2023
 Ramirez, Alberto J. – Coordinator – Criminal Justice Institute – January 20, 2023
 Sharp, Destiny E. – Faculty – Associate Degree Nursing – Health Sciences – January 15, 2023

Terminations: None this reporting period.

Separation due to Internal Transfer – No Break in Service:

Kohlweiss, Lois A. – Staff Assistant III– Learning Support Center / E-Learning – November 30, 2022

Separation from the College due to end of temporary appointment: None this reporting period.

Separation from the College due to end of grant funding: None this reporting period.

Separation from the College due to Leave of Absence: None this reporting period.

Separation from the College due to Elimination of Position:
None this reporting period.

Completion of 90-Day Observation Period: The following employee(s) successfully completed the required 90-day observation period:

- Bustamante, Iris B. – Human Resources Coordinator – Human Resources
- Dickins, Michael C. – Conference Centers Operations & Contract Coordinator – Conference Services
- Regel, Kim M. – Staff Assistant III – Communications
- Rohrbacher, Anna C. – Dual Enrollment Coordinator – Enrollment Management
- Thibault, Jessyca A. – Enrollment Specialist – Admissions & Records
- Wood, Shelby L. – Admissions Technician – Admissions & Records

The Board was asked to approve the disposal of property in accordance with applicable state law, State Board of Education and Board Policy in the amount of \$33,123.79.

The Board was asked to ratify approval of eight Agreements for Services of International Independent Contractors and gives authorization to the President to sign the agreements on behalf of the College of Central Florida.

The Chair presented the Consent Agenda for approval. Upon a motion by Trustee Brancato, seconded by Trustee Roberts and unanimously carried, the Board approved the items on the Consent Agenda. Copies of all materials relating to this portion of the agenda are on file in the President’s office.

Dr. Henningsen introduced Dr. Viviano-Broderick who presented an overview of E-Learning and Learning Support. The college has participated in E-Learning for 19 years for the benefits of flexibility as well as accessibility for the students with 21 programs available 100% online.

Dr. Mark Paugh presented the FleetForce Truck Driving School License Agreement. After a discussion and with modifications to the agreement, upon a motion by Trustee Brancato, seconded by Trustee Roberts, and unanimously carried, the Board approved the FleetForce Truck Driving School License Agreement and gives authorization to the President to sign the agreement on behalf of the College of Central Florida with discussed modifications.

Chuck Prince, Vice President of Administration and Finance, presented the RFP 22-1 Consultant for ERP system for approval. After a discussion of rating scale, upon a motion by Trustee Stone, seconded by Trustee Roberts and unanimously carried, the Board acknowledges the ranked list and authorizes the President or his designee to negotiate the agreement and the President to sign the agreement on successful conclusion of the negotiations. If negotiations with the first ranked firm are not successful, the Board authorizes negotiations with the next ranked firm.

Property Donations /Dispositions

International Independent Contractors

Approval of Consent Agenda

PRESENTATION

OTHER BUSINESS

FleetForce Truck Driving School License Agreement

RFP 22-1 Consultant for ERP System Recommendation for Award

ACKNOWLEDGE

Chuck Prince, Vice President of Administration and Finance, reviewed the highlights and variance analysis of the Monthly Financial Summary Report of revenues and expenses for the periods ending November 2022 and December 2022 for the comparative fiscal years 2021-2022 and 2022-2023. The Chair acknowledged receipt of the reports on behalf of the Board.

Chuck Prince, Vice President of Administration and Finance, provided an update on the Higher Education Emergency Relief Funds (HEERF) including balances and projections.

Dr. Jillian Ramsammy, Vice President, IE and College Relations presented the Annual Scorecard for the 2020-2025 Strategic Plan including how target goals were determined from benchmark years, progress made and areas that are off cycle.

Dr. Saul Reyes, Vice President of Enrollment Management and Student Affairs, presented the spring enrollment update with comparisons of last spring to current, division among course, and age and race demographics.

Dr. Henningsen introduced Sara Fennessy to present a government affairs update including a recap of priorities, ACCT National Legislative Conference, Omnibus Spending Package and an update of delegation members and their roles and committee seats.

Chair Branson thanked the Trustees for their attendance at the joint board dinner as it was time well served.

Dr. Henningsen presented the President's Report to the board including the Joint Board Workshop and encouraged everyone to read the highlights from Regional Campuses, Administration and Finance, Academic Affairs, CF Foundation, Enrollment Management and Student Affairs, and Institutional Effectiveness and College Relations.

Next Board Meeting. Our next meeting will be held **Wednesday, February 22, 2023 at 3 p.m.** at the Levy Campus.

There being no further business to come before the Board, Chair Branson adjourned the meeting at 4:39 PM.

Rusty Branson, Chair

James D. Henningsen, Secretary

RECEIPT

Financial Information- Monthly Financial Summary Report

FOR INFORMATION ONLY

Higher Education Emergency Relief Funds (HEERF)

Annual Scorecard for the 2020-2025 Strategic Plan

Spring Enrollment Update

Government Affairs Update

BOARD CHAIR/TRUSTEE COMMENTS

PRESIDENT'S REPORT

Next Board Meeting

ADJOURNMENT